

Technical Assistance for the Renewable Energy Program

OVERVIEW OF THE RFP

PURPOSE

To select a prime contractor and team of subcontractors to provide technical support to the Renewable Energy Program.

Technical Assistance for the Renewable Energy Program

CONTRACT SCHEDULE

Start Date June 13, 2005

End Date June 12, 2008

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FUNDING

Up to \$3,194,028 available

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	<u>FY 04/05</u>	<u>FY 05/06</u>	<u>FY 06/07</u>	<u>TOTAL</u>
RRTF Baseline	\$ 494,028	\$ 675,000	\$675,000	\$1,844,028
RRTF Program (Consumer Ed)	\$1,000,000			\$1,000,000
Other		\$ 350,000		\$ 350,000
TOTAL	\$1,494,028	\$1,025,000	\$675,000	\$3,194,028

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WORK STATEMENT TASKS

Task 1- Contract Management and Reporting

- **Perform administrative operations and management-related tasks**
 - **Work Authorizations**
 - **Manage and coordinate subcontractor activities**
 - **Invoicing**
 - **Monthly Progress and Final Reports**

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WORK STATEMENT TASKS

Tasks 2 through 5 – Elements of Renewable Energy Program

- Existing Renewable Facilities Program
- New Renewable Facilities Program
 - Renewables Portfolio Standard Program
- Emerging Renewables Program
- Consumer Education Program
 - WREGIS

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WORK STATEMENT TASKS

Task 6 – Evaluation

- Evaluate aspects of the Renewable Energy Program and recommend design modifications**

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EVALUATION OF PROPOSALS

Secondary Method RFP

- Bidders scored for both technical and cost
- Contract awarded to Bidder whose proposal receives highest average total score

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EVALUATION OF PROPOSALS

Three Stages of Evaluation

- **Stage One: Contracts Office Administrative Requirements**
 - Adherence to required format
 - Required forms submitted

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EVALUATION OF PROPOSALS

Stage Two: Technical Evaluation of Proposals

- Evaluation Committee evaluates based on Technical Evaluation Criteria Worksheet

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EVALUATION OF PROPOSALS

Scoring of Technical Proposal

- Weight Factors rated 1 to 8
- Scoring rated 0 to 4
- Total minimum points required to pass
Technical Evaluation is 525.

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EVALUATION OF PROPOSALS

Evaluation in Three Stages

- **Stage Three: Cost Proposals**
 - Proposals passing Technical Evaluation will have Cost Proposals evaluated
 - All cost forms to be completed as instructed in RFP

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SCORING OF COST PROPOSAL

1. Cost Summary

- Form C1 (Exhibit C-1)
- Form C2 (Exhibit C-2)

2. Labor Rate Evaluation: Form D (Exhibit D)

3. Cost Score Average Hourly Rate: Form E-1 (Exhibit E)

4. Cost Formula

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BIDDER'S FINAL SCORE

- **Contracts Office calculates preference points, if applicable**
- **Technical, Cost, and preference points added together**
- **Contract awarded to Bidder whose proposal receives the highest average total score**

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**For more information about the
Renewable Energy Program, visit the
Energy Commission's Web Site at
www.energy.ca.gov/renewables**